

ARTD (RES)

602-00

SUPP

CNSL/Bala

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FOIA request
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provide record

FOIA OFFICE (C

FOIA requests
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(RIN)) and gen
programs/offic
the FOIA Coord
Officer. FOIA
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PROGRAM RESPON

Understand wha
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and requestor
call requestor
reimburse the

Document all a
before submitte
your program/o
responsive to
Coordinator wi
INCLUDE THE CO
number (RIN) i

RCRA files are
missing the following
orders:

Environmental Services
St. Charles Metal
Dudley Dry Cleaners.

If these are missing from
CNSL response, please let
me know & I'll hunt
further.

Txs!
Lisa

CHECKLIST

ed to be held by EPA.
requires that agencies

tem by the FOIA Coordi-
est Identification Number
e handcarried to appropriat
from the programs/offices,
or signature by the FOIA
itial denials are prepared
ivision Director.

questor for clarification.
ing request exceed \$25.00
p to a specified amount,
st and obtain agreement to

gram Checklist (below)
tions of request which
When the records
ompleted, send to FOIA
ion of response letter.
or. The FOIA control

Effective October 1, 1998, it is the program's/office's responsibility to provide information for compilation of administrative costs with each FOIA request. This information is entered into the FOIMATS system by the FOIA Coordinator, OEP. The information will be retrieved by headquarters annually and included in the Annual Report to Congress. See attached headquarters guidance.

PROGRAM CHECKLIST FOR TRANSMITTAL OF RECORDS/INFORMATION TO OEP FOR RESPONSE LETTER

- Program has responsive records
- Index of records releases and/or denied
- Counsel consulted re releasability of records
- Exemption cited for records denied 5 U.S.C. 552(b)
- Copy(ies) of record(s) initially denied in program's files
- OR submitted to FOIA Coordinator (in FOIA files in case of appeal by requestor)
- Business confidentiality determination applicable
- Program notified third party by letter from Division
- Director of opportunity to substantiate business confidentiality claim

Yes	Date	No	N/A
✓	5/25	✓	
			✓



Yes Date No N/A

Extension of "due date" requested 40 CFR 2.112(e)

- (1) The need to search for and collect the requested records from offices that are physically distant from this office
- (2) The need to search for, collect, and appropriately examine a voluminous amount of separate and distant records involved in your request
- (3) The need for consultation, which shall be conducted with all practicable speed, with another agency or EPA office having a substantial subject-matter interest in your request

Requestor advised of charges and agreed to payment:

Cost of processing request: Record search 1 hrs. @ 10.00 per 1/2 hr.; Record review 1 hrs. @ 10.00 per 1/2 hr.; copying 759 pages @ \$.15 per page; actual cost to EPA (computer time, diskettes, maps, photos, etc.)

Date of transmittal of records/information to OEP 5/25:
Person(s) responsible for gathering records/information (contact for response letter)

Alisa Haugen ARTD/RESP (913) 551-7877
Division Director (or designee) concurrence/signature Alisa Haugen

EFFECTIVE 10/1/98 ADMINISTRATIVE COSTS TO BE ENTERED INTO FOIMATS BY FOIA COORDINATOR, OEP, FOR INCLUSION IN ANNUAL REPORT TO CONGRESS
SEE ATTACHED HEADQUARTERS INSTRUCTIONS

IN COMPLIANCE WITH E-FOIA, ALL PERSONS WHO WORK IN ANY CAPACITY ON A REQUEST WITHIN EPA ARE REQUIRED TO PROVIDE THE TIME SPENT AND HOURLY RATE FOR ADMINISTRATIVE COSTS.

TOTAL HOURS: .5 HOURLY RATE: 14.83 TOTAL COST: 7.42
TOTAL HOURS: 1.5 HOURLY RATE: 27.39 TOTAL COST: 41.09
TOTAL HOURS: _____ HOURLY RATE: _____ TOTAL COST: _____
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TOTAL HOURS: _____ HOURLY RATE: _____ TOTAL COST: _____
TOTAL HOURS: _____ HOURLY RATE: _____ TOTAL COST: _____

Freedom of Information Act Request

07-RIN-00602-00

Requestor: ANNE E. MOORHEAD **Request Date:** 04/20/2000

Company: WALLACE, KING, MARRARO AND BRANSON, PLLC **Date Received:** 04/21/2000

Fee Category: Commercial **Acknowledged:** 04/21/2000

Subject: IMMIMENT HAZARD ORDERS UNDER RCRA 7003
AND CERCLA 106 ISSUED FOR SPECIFIED SITES

Lead Office: 07-OEP

Assigned to: 07-CNSL, 07-OEP, 07-RESP, 07-SUPR

Original Due Date: 05/19/2000 **New Due Date:**

Track: BASIC **Fee Waiver Requested:** NO

FIS Initials: EN

SPECIAL INSTRUCTIONS:

PROGRAMS, CNSL/BOLDING
PROVIDE INPUT, OEP
SIGNATURE

ENT'D APR 24 2000
Tri-Cor Ind. & B

REC'D BY:

DATE

Redacted to remove non-responsive information

Wallace
King
&
Marraro
Branson

WALLACE KING MARRARO & BRANSON, PLLC
1050 THOMAS JEFFERSON STREET, N.W.
WASHINGTON, DC 20007

Phone 202.204.1000
Fax 202.204.1001

07RIN-00602-00

April 20, 2000

VIA FACSIMILE

Ms. Rowena L. Michaels
Freedom of Information Act Officer
United States Environmental Protection Agency
U.S. EPA Region 7
901 N. 5th St.
Kansas City, KS 66101

(ARTO/RESP)
SNPR
CNBL/Balding
OEP

Re: Freedom of Information Act Request – Imminent Hazard Orders

Dear Ms. Michaels:

I am submitting this request pursuant to the Freedom of Information Act, 5 U.S.C. §552 *et seq.*, and ask that the Environmental Protection Agency ("EPA") respond to the request within the period provided by the statute.

By this request, I am seeking Imminent Hazard Orders under RCRA 7003 and CERCLA 106 issued in your region by the EPA for these sites:

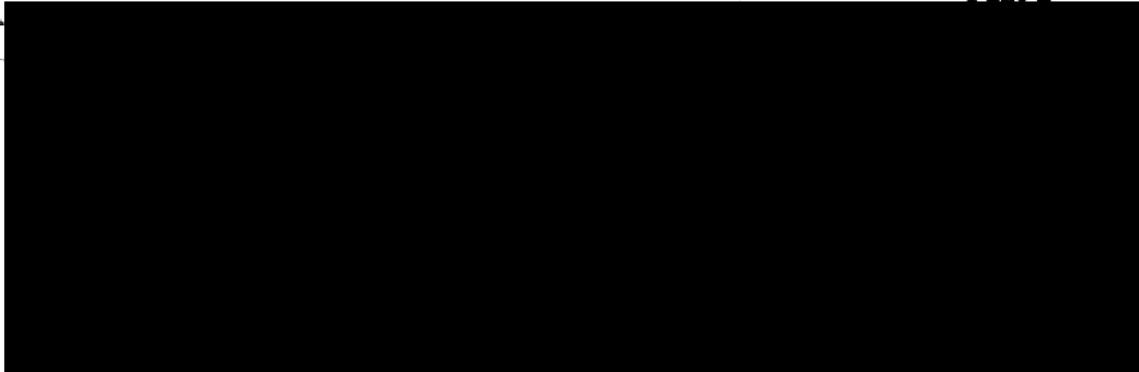
ED

P-FOIA

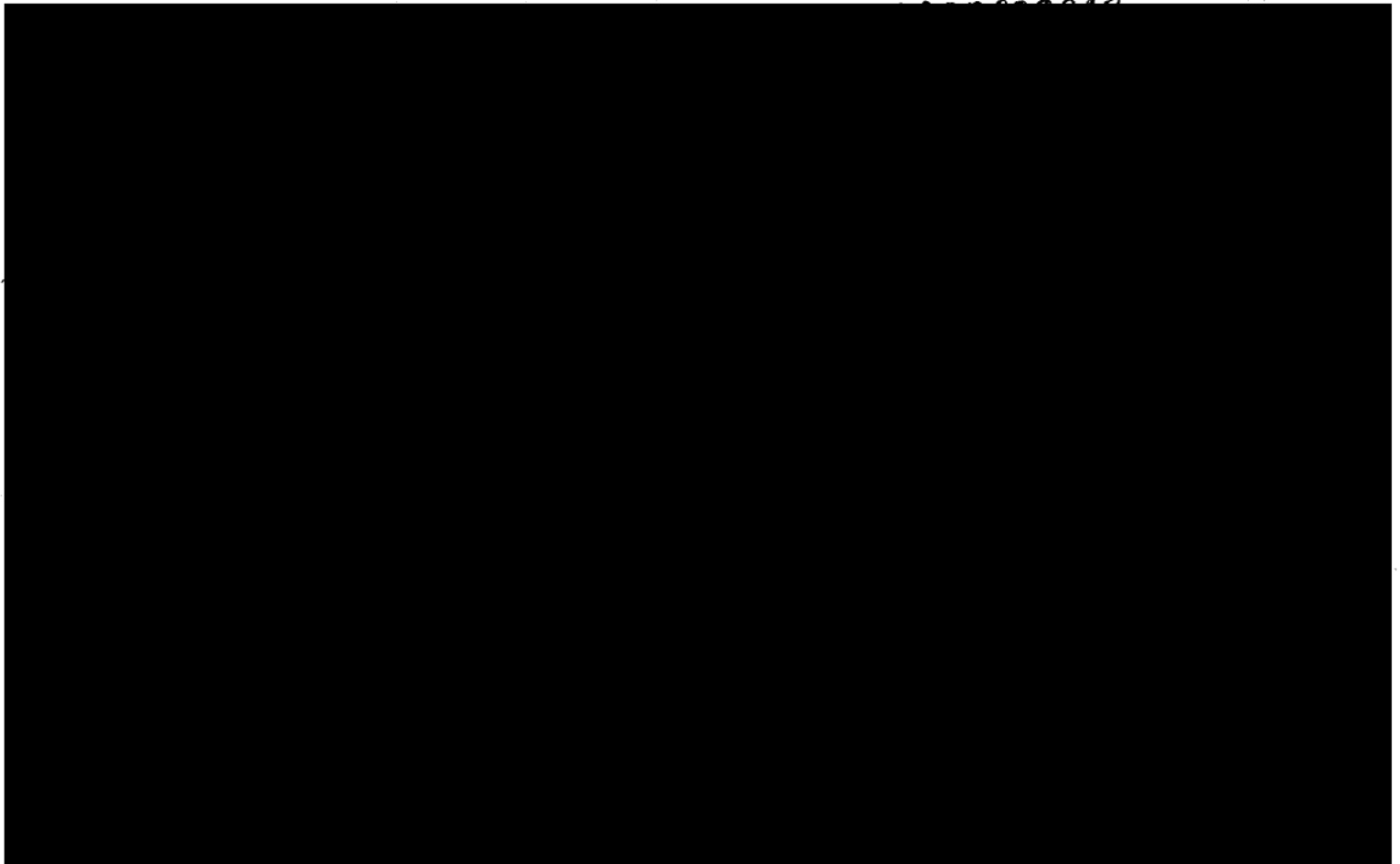
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Wallace
King
&
Manero
Branson

FOIA Officer
April 20, 2000
Page 2



✓ Mid-America Refinery Company, Chanuet, KS KSP 084091545
N. Sante Fe, Chanute, KS 66720 12/28/96



This request should be construed to include all records in each department or division of EPA and all active or archived files.

Please contact me if you need further information or have any questions.

Very truly yours,

Anne E. Moorhead
Legal Assistant